

Projections where COVID-19 Pandemic affects 2020 Budget

			If Division Returns to Regular Operations at October 1/20		If Division DOES NOT Return to Regular Operations in 2020		
Department/Details	Budget	Actual to June 30, 2020	Projections to December 31/20	Projected Budget Surplus/ (Shortfall)	Projections to December 31/20	Projected Budget Surplus/ (Shortfall)	Notes
CORPORATE							
Health Emergency Expenses	0	10,464	30,000	(30,000)	20,000	(20,000)	This includes signage, sanitizer, cleaners, gloves, masks and barriers
Council				0			
Conference, Courses and Travel	16,500	9,934	11,000	5,500	9,934	6,566	Possibility of a NOMA or other conference in Thunder Bay
Meeting Expense	600	0	0	600	0	600	Everyone is working and meeting remotely.
Public Relations Expense	17,000	3,598	5,000	12,000	4,000	13,000	Additional promo purchasing (Legion, Canada Day, Dudley Hewitt, etc.) did not go ahead as the events were cancelled. Current stock expected to sustain into 2021.
Salaries- Community Events	12,857	0	1,000	11,857	0	12,857	Most community events cancelled
Annual Appreciation Dinner	6,000	0	0	6,000	0	6,000	Event cancelled, unlikely to be rescheduled in 2020 due to constraints on group gatherings due to COVID-19.
Fun In The Sun & Fireworks Grant	10,000	0	0	10,000	0	10,000	Fireworks and Fun in the Sun events were cancelled
Economic Development							
Municipal Accommodation Tax	(300,000)	(71,848)	(143,848)	(156,152)	(95,848)	(204,152)	Municipal accommodation tax is low due to closures of hotels as well as lack of travel.
MAT- Transfer to RRFDC	150,000	23,690	71,924	78,076	47,924	102,076	The lower trend is projected to continue throughout the year, but there is potential for
MAT- Transfer to Reserves	15,000	0	0	15,000	0	15,000	more "stays" if hockey opens up
TOTAL CORPORATE IMPACT				(47,119)		(58,053)	
ADMINISTRATION & FINANCE							
Revenues							
Investment Income-Bank/Short Term GIC	(75,000)	(29,944)	(50,000)	(25,000)	(50,000)	(25,000)	Receiving a much lower interest rate
Interest & Penalties on Taxes	(95,000)	(70,457)	(105,000)	10,000	(105,000)	10,000	
Tax Certificates	(14,500)	(4,187)	(6,000)	(8,500)	(6,000)	(8,500)	Fewer tax cert requests
Civil Marriage	(3,500)	(704)	(1,500)	(2,000)	(704)	(2,796)	Deputy Clerk is working from home and not performing any ceremonies.
Commissioning Oaths & Affidavits	(900)	(228)	(350)	(550)	(300)	(600)	Civic Centre is closed to public except by appointment.
Marriage Licences	(8,000)	(2,240)	(3,920)	(4,080)	(3,080)	(4,920)	We have continued to sell a few licences, but numbers are down due to reduced group gathering sizes due to COVID-19. If restrictions loosen we may see some late fall purchases.
Business Licenses	(29,000)	(24,752)	(25,000)	(4,000)	(25,500)	(3,500)	Some businesses did not operate in Fort Frances this year due to COVID-19 (i.e. out of town / seasonal).
Lottery Licenses	(10,000)	(527)	(1,200)	(8,800)	(550)	(9,450)	Many organizations that would normally fundraise (i.e. legion) are currently closed due to COVID-19.
POA Fines	(50,000)	(7,600)	(15,000)	(35,000)	(15,000)	(35,000)	Fine collection is at about 30% of the budgeted collection- as well increased Court protocols will cost the partners, so anticipated shared revenue is much less
Administration Service Charges	(23,625)	(7,166)	(15,000)	(8,625)	(15,000)	(8,625)	This 10% of POA Fines collected
Administration Dept.							
CAO Conferences & Courses	5,000	889	889	4,111	889	4,111	
HR Manager Conferences & Courses	1,500	447	1,000	500	1,000	500	on-line webinars
HR Legal Fees	30,000	5,401	10,000	20,000	10,000	20,000	On-going Legislation impacted by COVID-19

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Clerk Conference & Courses	4,800	0	2,000	2,800	2,000	2,800	on-line webinars
Clerk's Department							
Office Supplies	3,000	(1,591)	2,200	800	2,000	1,000	We have not purchased any supplies in preparation of the various delegations. Deputy Clerk is also working from home.
Conference & Courses	4,800	0	500	4,300	500	4,300	There will not be any inperson conferences this year, but opportunity for some virtual training exists at reduced costs.
Treasury Department							
Wages and Benefits	649,650	265,168	590,000	59,650	590,000	59,650	Savings pertain to changes in department- fewer call-ins while closed
Conference & Courses	7,000	589	2,800	4,200	2,800	4,200	Not travelling for meetings
TOTAL ADMINISTRATION & FINANCE IMPACT				9,806		8,170	
EMERGENCY SERVICES							
Fire Rescue/Emergency Management							
Conferences & Courses	6,500	1,671	2,000	4,500	2,000	4,500	Will not likely go out of town for training
Police Services Board							
Conferences & Courses	2,500	0	0	2,500	0	2,500	No conferences plan to the end of the year
TOTAL EMERGENCY SERVICES IMPACT				7,000		7,000	
PLANNING & DEVELOPMENT							
By-law Enforcement							
Conference & Courses	1,500	0	1,500	0	0	1,500	Less training due to COVID restrictions
Building Department							
Building & Demo Permits	(45,000)	(21,236)	(47,588)	2,588	(47,588)	2,588	Based on estimates for known work
Conference & Courses	5,000	1,107	2,672	2,328	2,672	2,328	Less training due to COVID restrictions
Legal	500	2,498	2,498	(1,998)	2,498	(1,998)	
Planning Dept.				0		0	
Conference & Courses	1,000	0	0	1,000	0	1,000	
Legal	6,100	10,393	12,000	(5,900)	12,000	(5,900)	
TOTAL PLANNING & DEVELOPMENT IMPACT				(1,982)		(482)	
COMMUNITY SERVICES							
Fort Frances Seniors Center							
Contributions from seniors	(25,000)	(7,718)	(13,968)	(11,032)	(7,718)	(17,282)	Closed so no meals being purchased etc
Seniors companionship grant	(20,000)	(20,000)	(14,990)	(5,010)	(14,990)	(5,010)	To offset Grant not fully utilized
Hourly Part-Time Salaries	12,000	2,000	5,000	7,000	2,000	10,000	Closed so manager not working
Food and meals	19,000	4,524	9,024	9,976	4,524	14,476	No sales while closed
Seniors companionship grant project	17,230	12,220	12,220	5,010	12,220	5,010	Grant not fully utilized
Contracted Services - Janitorial	14,000	1,712	3,412	10,588	1,712	12,288	not being cleaned by contractors while closed

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Handi-Van Transit Services							
User fees - Fares	(25,000)	(7,510)	(14,537)	(10,463)	(14,537)	(10,463)	ridership down during COVID
Transit Donations	(19,000)	(5,225)	(10,287)	(8,713)	(10,287)	(8,713)	ridership down during COVID
Townsend Theatre							
Paid Admission	(8,000)	(1,516)	(2,107)	(5,893)	(1,516)	(6,484)	no productions during COVID
Rental Hall	(7,500)	(1,508)	(2,438)	(5,062)	(1,508)	(5,992)	no rentals during COVID
Capital investment fund (Surtax)	8,550	0	2,107	6,443	1,516	7,034	Is equal to Paid admission (seating Surtax)
Recreation Facilities							
School rentals (muskie hockey)	(23,400)	(16,312)	(28,312)	4,912	(16,312)	(7,088)	Season cut short due to COVID
Swim Team Rental	(30,000)	(6,627)	(13,127)	(16,873)	(6,627)	(23,373)	
Ice Rentals	(20,000)	(6,315)	(12,316)	(7,684)	(6,315)	(13,685)	
Minor Hockey Rentals	(110,000)	(41,760)	(77,760)	(32,240)	(41,760)	(68,240)	
Figure Skating Rentals	(36,000)	(10,608)	(20,608)	(15,392)	(10,608)	(25,392)	
Girls Hockey	(30,000)	(16,948)	(30,948)	948	(16,948)	(13,052)	
Junior A Rentals	(22,000)	(9,485)	(16,484)	(9,484)	(9,485)	(12,515)	
Vending Machine	(13,000)	(2,854)	(3,854)	(9,146)	(2,854)	(10,146)	No sales due to COVID
Advertising rentals	(14,500)	(635)	(10,635)	(3,865)	(635)	(13,865)	less advertising due to uncertainty or none at all if we do not operate in 2020- this is annually billed in the fall for signage on rinks
Ball field Rentals	(9,000)	0	0	(9,000)	0	(9,000)	no ball leagues
Auditorium Rentals	(24,000)	(8,207)	(12,553)	(11,447)	(8,207)	(15,793)	spring season cut short and fall season would be shorter or not at all depending on scenario
Canteen Revenue	(15,750)	(4,500)	(9,000)	(6,750)	(4,500)	(11,250)	Closed due to COVID, possibly open last quarter
Confrences and Courses	18,000	938	938	17,062	938	17,062	Arena staff will not be going away on training in 2020
activenet fees	8,000	2,381	4,763	3,237	2,381	5,619	Less sales so less fees
Supplies - Chemical	9,000	1,255	2,536	6,464	2,536	6,464	Pool is turned off and without users requires significantly less chemicals
Janitorial Supplies	25,000	9,550	13,472	11,528	9,550	15,450	Building being closed we are using less supplies
Contracted Services - Cleaning	7,800	1,010	1,773	6,027	1,010	6,790	not using contracted cleaning with building closed
Wages and Benefits Savings			(55,982)	55,982	(138,788)	138,788	based on staff not working due to COVID
Wage Costs for COVID Cleaning at MSC for Pool and Gym operation			97,950	(97,950)	97,950	(97,950)	2 seasonal attendants called back and 2 caretakers to cover cleaning shifts. 1 person on at a time. Starting the week of August 4
Recreational Programs							
Membership - Student	(14,000)	(2,131)	(4,131)	(9,869)	(2,131)	(11,869)	Most student membership is during the summer, closed due to COVID
Membership - Adult	(150,000)	(48,420)	(58,000)	(92,000)	(48,420)	(101,580)	Significant decrease from closure
Swim Classes - Adult	(5,000)	301	(698)	(4,302)	0	(5,000)	
Daily Admissions - Adult	(37,000)	(10,380)	(15,380)	(21,620)	(10,380)	(26,620)	
Programs and Courses - Adult	(11,900)	(1,253)	(2,503)	(1,253)		(11,900)	
School Swim Program	(22,000)	(7,097)	(14,197)	(7,803)	(7,097)	(14,903)	
Swim Classes	(62,600)	(2,351)	(18,001)	(44,599)	(2,351)	(60,249)	
Daily Admissions - Youth	(7,000)	(784)	(784)	(6,216)	(784)	(6,216)	
Playground fees	(30,000)	0	0	(30,000)	0	(30,000)	Did not operate due to COVID

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Program course supplies	14,500	2,293	2,293	12,207	2,293	12,207	Purchased some supplies in anticipation of summer camps, did not proceed
Conferences and Courses	16,060	300	8,300	7,760	8,300	7,760	Can not take all required lifeguard training as originally planned, some is ongoing
ActiveNet Fees	8,500	2,330	4,830	3,670	2,330	6,170	Less sales so less fees
Wages and Benefits Savings- Summer Program/Pool/Admin			(153,443)	153,443	(252,569)	252,569	Savings based on staff not working due to COVID
Sunny Cove Camp							
Socials and weddings	(9,000)	2,126	0	(9,000)	0	(9,000)	Not operating in 2020
Campers fees	(25,000)	1,053	0	(25,000)	0	(25,000)	
Materials and Supplies	7,000	0	0	7,000	0	7,000	
Contracted Works	7,000	628	628	6,372	628	6,372	
Wages and Benefits Savings			(15,527)	15,527	(15,527)	15,527	staff member not needed full time due to closure
Library							
Revenue	(95,045)	(35,336)	(60,473)	(34,572)	(60,473)	(34,572)	Increase from June only includes Library & Student Grants
Expenses	616,592	270,097	616,592	0	616,592	0	
Museum							
Daily Admissions	(6,000)	0	0	(6,000)	0	(6,000)	due to closure for COVID
Federal Student Grant	(5,000)	0	0	(5,000)	0	(5,000)	no students in 2020
Indigenous Workshop Revenue	(5,595)	(200)	(200)	(5,395)	(200)	(5,395)	due to closure for COVID
Events and Activities	10,000	1,654	3,654	6,346	1,654	8,346	due to closure for COVID
Wages and Benefits Savings			(49,239)	49,239	(56,204)	56,204	savings based on staff not working due to COVID
Sorting Gap Marina							
Confectionary	(65,000)	(1,763)	(31,763)	(33,237)	(31,763)	(33,237)	Late start to the season and no American travellers
Sales Gas and oil	(20,000)	(707)	(12,707)	(7,293)	(12,707)	(7,293)	Late start to the season and no American travellers
Gas purchased for resale	18,000	5,578	10,578	7,422	10,578	7,422	Less cost due to fewer sales
Confectionary expenses	32,500	1,824	13,824	18,676	13,284	19,216	Less cost due to fewer sales
TOTAL COMMUNITY SERVICES IMPACT			(176,324)		(131,353)		

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OPERATIONS & FACILITIES							
Airport							
Airport Revenue	(534,564)	(136,729)	(272,385)	(262,179)	(272,385)	(262,179)	Summer months is when we see our revenue, don't anticipate air traffic to return to normal any time soon
Airport Fuel Purchase for Resale	195,000	23,781	47,561	147,439	47,561	147,439	
Parks and Cemeteries							
Point Park Camping Fees	(21,238)	(15)	(5,310)	(15,928)	(5,310)	(15,928)	General Lack of travel, contractors there now, leaving by end of July
Savings From Flowers			(4,000)	4,000	(4,000)	4,000	
Wages and Benefits savings			(233,703)	233,703	(233,703)	233,703	
Public Works							
Training	15,000		5,000	10,000	5,000	10,000	
Diesel Fuel	35,000	46,122	57,244	(22,244)	57,244	(22,244)	
Wages and Benefits Savings			(57,725)	57,725	(57,725)	57,725	
TOTAL OPERATIONS & FACILITIES IMPACT			152,516		152,516		
TOTAL PROJECTED IMPACT TO 2020			(56,103)		(22,202)		